



## Memorandum

Date: November 30, 2017

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – November 30, 2017

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### Schedule

- Today's training session on the Council-Manager plan is in the process of being re-scheduled and noticed as a special work session. Please respond to the Doodle Poll request from Kathy. Likewise, today's executive session for a check-in with the City Manager will also be rescheduled.
- January 1<sup>st</sup> falls on a Monday. I would like to schedule a work session on Tuesday, January 2<sup>nd</sup>.

### Information Items

- West Linn GO Bond Renewal. The Citizens Budget Committee met for a final time this week and developed a list of recommended projects. The list is posted on the website for the meeting. Budget Committee Chair, Todd Jones, will present the list at your work session on December 4<sup>th</sup>. The draft poll will be available for review next week. We will make a brief report on the methodology being used for it at your December 4<sup>th</sup> work session.
- Neighborhood Association Reserve. As directed by Council, the NA Presidents was informed of the Council's direction regarding the \$4,000 request for a cost of growth study. The reserve will be reduced to \$1,000 and the balance transferred to NAs using the variable spread formula used to allocate stipends.
- Robinwood Station Use Agreement. I met with Friends of Robinwood Station and we've carved out a path toward mutual understanding on how the station will be managed and operated. This will be in similar fashion to the McLean House. The Assistant City Attorney is working on new use agreements for McLean House and Robinwood Station, both of which will mirror the structure of a draft use agreement prepared for the Old City Hall/PD building.
- Police Chief Recruitment. We received 7 proposals from search firms to conduct the recruitment. Next week a staff search committee will interview a short list of 3 firms. Meanwhile, I have started public outreach on qualities the community would like to see in the next Chief. I met with the Public Safety Advisory Board next week and will feature this topic at the December 7<sup>th</sup> Town Hall.
- Metro Food Scraps Program. Metro staff reached out to elected officials, businesses, and residents during the fall to get feedback on the proposed policy and program. This was presented to the Metro Council at a recent work session. Metro staff asked to delay Metro Council consideration of the proposed ordinance and program until February 2018 to more fully address some questions and

concerns raised during the work session. More information will be forthcoming about the exact date of the February meeting.

That's it for this week.

Respectfully,

*Eileen*